



International Civil Aviation Organization

**REGIONAL PREPARATORY GROUP (RPG) MEETING
FOR WRC-2015 AND THIRTIETH MEETING OF AERONAUTICAL
COMMUNICATION PANEL (ACP) WORKING GROUP F**

11-19 March 2014, Pattaya, Thailand

MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the Meeting will start at 0900 hours on Tuesday, 11 March 2014, at Pattaya Discovery Beach Hotel (D-Beach Hotel), Pattaya, Thailand.

1.2 The daily order of business and arrangement for the Thirtieth meeting of ACP WG/F will be announced on the first day of the Meeting.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk at the front of meeting room between 0830 and 0900 hours on the opening day of the Meeting. Participants are also requested to wear the identification badge at the time of registration, while attending all activities during the meeting.

3. Officers and Secretariat concerned with the Meeting

3.1 Mr. Loftur Jonasson, Technical Officer CNS, Air Navigation Bureau ICAO Headquarters, will act as Secretary for the two meetings. He will be assisted by Messrs. Li Peng and Frederic Lecat, Regional Officers CNS, ICAO Asia and Pacific Office.

3.2 Any inquiries related to the Meeting should be addressed to:

Fax: +66 (2) 537-8199
E-mail: apac@icao.int
Cc: pli@icao.int; flecat@icao.int

4. Meeting documents for distribution

4.1 Participants wishing to present Working or Information Papers at the Meeting are requested to submit electronic copies to the Secretary of the Meeting as early as possible as, preferably not later than **28 February 2014**.

5. Location of the Discovery Beach Hotel

5.1 The Pattaya Discovery Beach Hotel is a 1.5 hours drive from Bangkok, and is situated right in the heart of Pattaya's northern part of the Pattaya Bay. The hotel's 12-floor building is close to the gorgeous beach and all amenities imaginable such as shops, entertainment's, restaurants, and bars. All rooms are comfortable with modern facilities and most feature balconies overlooking the Gulf of Thailand and beautiful tropical landscapes.

5.2 Address and contact numbers of the hotel are as follows:

Pattaya Discovery Beach Hotel
489 Soi 6/1, North Pattaya, Banglamung, Pattaya Beach Road, Pattaya
Thailand 20150
Tel: +66 (038) 3841 3833 to 6
Fax: +66 (038) 3836 2491
E-mail: booking@pattayadiscoverybeach.com
URL: <http://www.pattayadiscoverybeach.com>

5.3 Location Map



5.4 Hotel Reservations and transportation

5.4.1 Price negotiated for the rooms is Baht 2,300 (net) approximate less than US\$80 including breakfast (ABF) and wifi.

5.4.2 Participants are requested to make booking on their own by the provided information in 5.2. Due to heavy demand of the hotel, reservations should be made as early as possible. When booking, participants should mention for attending ICAO Meeting.

5.4.3 Participants are requested to make their own arrangements for transportation from their hotels to the venue of the Meeting.

5.4.4 Transportation from Bangkok is at participants's account. The Eastern Bus terminal in Bangkok, better known as Ekkamai because of its location in the Ekkamai Area. It is very easily accessible by public transport as it is next to the Ekkamai BTS station.

5.4.5 There is a direct bus to Pattaya that uses the highway and takes about 2.5 hours, the costs for this bus are 113 baht. There is also a bus that makes stops under way, that one takes about 3.30 hours and costs 91 baht. The first bus leaves at 0500 hrs. and the last at 2300 hrs.

5.4.6 There is a direct bus from the Suvarnabhumi International Airport to Pattaya. The ticket for this bus is 124 baht. For more information, please contact the Suvarnabhumi Bus Terminal at the airport.

5.4.7 It is possible to get a Taxi hotel in Bangkok to any destination in Pattaya. The price for a taxi will probably be around 1,600 baht (approximate US\$54)

6. Passport, visa and customs

6.1 All foreign nationals entering Thailand must possess valid passports or other valid documents for travel. Participants from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, be noted that the temporary visas issued upon arrival at the Airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. It is, therefore, suggested that all participants consider obtaining official visas from the Royal Thai Embassy or Consulate in their countries, prior to their arrival in Thailand. Participants may wish to obtain information on entry requirements by accessing the web page www.mfa.go.th/ConsInfo/.

6.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

6.3 Following items can be brought in duty free:

- a) Personal effects such as clothing etc.
- b) 200 cigarettes, or 250 gms of cigar or tobacco.
- c) 1 litre alcoholic beverages.
- d) Perfume for personal use.

6.4 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = Baht 31.00 approx).

7. Other Useful Information

7.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

7.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

7.4 Information about Bangkok climate could be found on the ICAO APAC website. More weather information including 5-day forecasts can be obtained from the web site of the Thai Meteorological Department: www.tmd.go.th, or at www.worldweather.org/089/c00233.htm.

7.5 Tropical or lightweight and washable cottons will suffice.

7.6 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.7 Although the tap water in Pattaya is chemically treated, it is, however, recommended that participants drink only bottled water and beverages.
